

# Washoe Local Emergency Planning Committee

## General Membership Committee

### MINUTES

Thursday ~ April 15, 2010 ~ 9:00 a.m.

Washoe County Regional Emergency Operations Center  
5195 Spectrum Boulevard, Reno, Nevada

#### 1. **CALL TO ORDER/ROLL CALL \***

Chair Caughron called the meeting to order at 9:03 a.m. A quorum was established.

**MEMBERS PRESENT:** Jim Caughron – Washoe County Risk Management; Gary Cummings – Sierra Chemical; David Hunkup – Reno Sparks Indian Colony; Jen Jackson – KTVN Channel 2; Starlin Jones – Truckee Meadows Water Reclamation Facility; Aaron Kenneston – Washoe County Emergency Manager; Bob Knoll – Reno Fire Department; Teresa Long – Washoe County Health District; Chris Magenheimer – North Lake Tahoe Fire Protection District; Chet Malewski – Truckee Meadows Water Authority; Joe Nishikida – Reno Fire Department; Steve Peach – Reno Emergency Communications Center; Debbie Penrod – University of Nevada, Reno; Kris Phelps – Truckee Meadows Community College; Rob Reeder – Regional Transportation Commission); Chris Smith – Washoe County School District; Eugene Spoon – Renown; Dee Stueve – Associated General Contractors;

**MEMBERS ABSENT:** Brian Allen – Sparks Police Department; Scott Alquist – Truckee Meadows Community College; Gregory Befort – Regional Public Safety Training Center; Dawn Clevenger – Ormat Nevada Steamboat Facilities; Eileen Coulombe – Washoe County Health District; Peter Dolan – Reno Tahoe Airport Authority; Steve Driscoll – City of Sparks; Marshall Emerson – Washoe County Sheriff's Office; Frank Freivalt – Sparks Fire Department; Dan Gabica – Charter Communications; Richard Gammick – Washoe County District Attorney; Mike Greene – Sierra Fire Protection District; Jim Gubbels - Regional Emergency Medical Services Authority; Craig Harrison – Washoe County Communications and Security; Michael Hurick – American Red Cross; Jeff Kinder – Nevada Division of Environmental Protection; Doug McPartland – Reno Police Department; Ron Schmidt – Sparks City Council; and Jim Wilson – Reno Sparks Convention and Visitors Authority.

**ALTERNATES PRESENT:** Ed Atwell – University of Nevada, Reno; Debra Barone – Washoe County Health District; Julie Bender – Regional Public Safety Training Center; Jim Johns – American Red Cross; Mitch Nowicki – Regional Emergency Medical Services Authority; Scott Shaw – Reno Police Department; and Woody Wright – University of Nevada, Reno.

**ALTERNATES ABSENT:** J. D. Akenhead – Truckee Meadows Community College; Jerry Baldrige – Washoe County Sheriff's Office; Rick Bareuther – City of Sparks; Chris Bordes – Reno Tahoe Airport Authority; Russell Brigham – Reno Sparks Indian Colony; Beverly Buchanan – Reno Emergency Communications Center; Liz Clark – Reno Sparks Convention and Visitors Authority; Diane Drinkwater – Washoe County District Attorney's Office; Ron Espalin – Sierra Chemical; Dave Evans – Nevada Division of Environmental Protection; Tom Garrison – Sparks Fire Department; Buzz Harris – Associated General

\* denotes NON action item

# *Washoe Local Emergency Planning Committee* – DRAFT Minutes

April 15, 2010

Page 2 of 5

Contractors; John Helzer – Washoe County District Attorney’s Office; Bruce Hicks – North Lake Tahoe Fire Protection District; Steve Keefer – Sparks Police Department; Mike Krysztof – Sierra Fire Protection District; Alex Kukulus – Sierra Fire Protection District; Tim Kuzanek – Washoe County Sheriff’s Office; Tom Lo – Washoe County Communications and Security; John Madole – Associated General Contractors; Kariann Maitland – Reno Emergency Communications Center; Matt Marquez – Sparks Police Department; Mike Mieras – Washoe County School District; Eric Millette – Sparks Fire Department; Sandy Munns – Reno Fire Department; Deb O’Gorman – Truckee Meadows Community College; Kristin Remington – KTVN Channel 2; Chris Rossi – Truckee Meadows Community College; Jeanne Rucker – Washoe County Health District; Bob Sack – Washoe County Health District; John Slaughter – Washoe County Management Services; Klark Staffan – Regional Emergency Medical Services Authority; and John Tarter – Reno Police Department.

Mary Kandaras – Deputy District Attorney, was also present:

## **2. APPROVAL OF MARCH 9, 2009 LEPC GENERAL MEMBERSHIP MEETING MINUTES**

***It was moved by Rob Reeder, seconded by Eugene Spoon, to approve the March 9, 2010, minutes, as submitted. MOTION CARRIED.***

## **3. TREASURER’S REPORT – *Review and acceptance of Homeland Security and SERC (State Emergency Response Commission) Grants – Federal Fiscal Year 2009 and 2010.***

Cathy Ludwig – Grants Administrator, provided an overview of the Treasurer’s Report noting that the mid-cycle 2009-2010 HMEP (Hazardous Materials Emergency Plan) Training and Planning grant had been fully expended as has the UWS (United We Stand) grant. The recent application for 2010 mid-cycle HMEP grants was approved and will be brought to the BCC (Board of County Commissioners) on May 11, 2010. Ms. Ludwig explained that the Washoe County School District SPARTAN (Schools Prepared and Ready Together Across Nevada) project is in progress.

Chris Smith – Washoe County School District, noted that the result of the exercise will be a baseline for all seventeen (17) school Districts in the State of Nevada, to develop an emergency plan that is consistent with federal and other regulations. A task force has been formed and will meet with subject matter experts to assist in the development of the recommendations.

Aaron Kenneston – Washoe County Emergency Manager, commented that the region was fortunate to be coordinating this initiative and that the next phases includes a mass fatality exercise with the local hospitals and others with an April 12, 2010, exercise in family assistance training .

\* denotes NON action item

***It was moved by Bob Knoll, seconded by Mitch Nowicki, to approve the Treasurer's Report, as presented. MOTION CARRIED.***

**4. GRANT OPPORTUNITIES \* – *Information and discussion of upcoming and/or existing LEPC (Local Emergency Planning Committee) grants.***

Cathy Ludwig – Grants Administrator, commented that she had distributed, via email, notification of the UWS (United we Stand) SERC (State Emergency Response Commission) grant due on May 12, 2010. Ms. Ludwig noted that a special meeting of the LEPC (Local Emergency Planning Committee) Grants and Finance Subcommittee would be convened to review and make recommendations to the LEPC General membership on the grant applications. Ms. Ludwig noted that the \$30,000.00 grant is limited to: equipment, supplies and training to combat terrorism.

Karen Pabon – SERC, explained that in this cycle the SERC is asking that grant applications be prioritized as \$200,000.00 had been removed from the grant pool during the special legislative session. Ms. Pabon noted that the total grant allocation per county may be somewhat less than the \$30,000.00 depending on the number and scope of grant applications received.

**5. APPROVAL OF NOMINATIONS AND VOTE FOR THE VACANT AT-LARGE OFFICER POSITION**

Chair Caughron commented that only Aaron Kenneston had volunteered to serve in the At-Large position.

**6. UPDATE ON REGIONAL EMERGENCY MANAGEMENT EVENTS \***

Aaron Kenneston provided an overview of upcoming events and asked that member agencies provide a calendar of their training and other events for inclusion in a regional calendar.

**7. UPDATE FROM THE RADIOLOGICAL TASK FORCE \***

Aaron Kenneston play a short video (copy on file) on the transport of legacy radiological waste (e.g., uniforms, building debris and similar waste materials) that will be shipped from the Lawrence Livermore Laboratory to the Idaho National Lab before being sent to salt caverns in the State of New Mexico for storage. Mr. Kenneston noted that some seventy (70) shipments are expected annually and that the California highway Patrol will pass the transport to the Nevada Highway Patrol at the state line. Mr. Kenneston noted that detection equipment is being distributed among the various agencies involved in the safe transport and that training.

Joe Nishikida – Reno Fire, explained that the HazMat Team would conduct on-scene evaluations of persons affected by a containment canister failure before being transported to one of the local hospitals.

**5. APPROVAL OF NOMINATIONS AND VOTE FOR THE VACANT AT-LARGE OFFICER POSITION [Reopened]**

Chair Caughron stated that Aaron Kenneston had been elected to serve as the interim At-Large member until the annual election of Officers is held in August (2010).

**8. UPDATE OF CITIZEN CORPS \***

Kaydie Paschall - CERT (Citizen Emergency Response Team), provided an overview of activities the CERT is engaged in, including, but not limited to, CERT programs at Sierra Nevada Job Corps, training of volunteers to assist first responders during terrorism or other disaster. Ms. Paschall noted that the “Syringe Award” had been received for CERT assistance during the H1N1 vaccinations conducted by WCHD (Washoe County Health District). Ms. Paschall then outlined the fire safety training in which a virtual extinguisher can be safely used inside a building.

**9. LEPC (Local Emergency Planning Committee) OFFICERS’, MEMBERS’, ALTERNATES’, AND STAFF COMMENTS \* – *This item is limited to announcements or topics/issues proposed for future workshops/agendas.***

Chris Smith noted that the next SPARTAN (Schools Prepared and Ready Together Across Nevada) meeting is at 10:00 a.m., Wednesday, May 19, 2010, at the REOC (Regional Emergency Operations Center). Additional information may be found at [www.nvspartan.org](http://www.nvspartan.org).

**10. PUBLIC COMMENTS \***

Bob Cullins commented that he is working on a resource management and inventory project with Washoe County Emergency Manager Aaron Kenneston.

Karen Pabon – SERC (State Emergency Response Commission, outlined upcoming grant funding opportunities and noted that there may be a somewhat different process for grant funding in the future. Ms. Pabon explained that in the next funding cycle SERC will be seeking a prioritization of funding due to the reduced level of available grant funds.

**11. NEXT LEPC (Local Emergency Planning Committee) MEETING \* ~ June 17, 2010 - Regional Emergency Ops. Center (REOC)**

\* denotes NON action item

*Washoe Local Emergency Planning Committee* – DRAFT Minutes

April 15, 2010

Page 5 of 5

The next regular LEPC (Local Emergency Planning Committee) General Membership meeting is scheduled at 9:00 a.m., Thursday, June 17, 201, at the REOC (Regional Emergency Operations Center). A special meeting of the Grants and Finance Subcommittee will be scheduled in mid-May and may be followed by a special General Membership meeting.

**12. ADJOURNMENT**

Chair Caughron adjourned the meeting at 9:38 a.m.